

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Leon Holmes Jr, and Neal Janvrin; Town Administrator Heidi Carlson; Miss Fremont Scholarship Pageant Director Mary Wheaton-Pinder, 2015 Miss Fremont Ashley Buchanan; 2015 Little Miss Fremont Tessa Donigian, and Chris Donigian. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

The Household Hazardous Waste Day, sponsored by the 53B District will be held on Saturday August 29, 2015 in Brentwood from 9:00 am to 12 noon.

The Zoning Board meeting scheduled for Tuesday August 25, 2015 has been cancelled as there are no pending applications.

This meeting is live broadcast on FCTV and will be rebroadcast throughout the week.

III. LIAISON REPORTS

08/18/2015 Energy Committee – Cordes reported that the Committee met on Tuesday and had a full Committee in attendance. Agenda primarily focused on potential solar options for the Town. More research will be done on some of the sites and exploring options and gaining a better understanding on solar energy options. They will meet next on September 15, 2015.

08/19/2015 Planning Board – Holmes Sr reported that they worked on the budget and a draft of the Sign Ordinance with some potential changes. They will meet next on September 2, 2015.

IV. APPROVAL OF MINUTES

Selectmen had reviewed the minutes of 13 August 2015. Some typographical errors had been corrected. Janvrin moved to approve the minutes with these corrections. Holmes Sr seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:32 pm Miss Fremont Scholarship Pageant Director Mary Wheaton-Pinder introduced the 2015 Ashley Buchanan and Little Miss Fremont Tessa Donigian to the Board and to the community. They were congratulated and welcomed to their roles for the coming year.

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:45 pm Nicole Cloutier came in and made a proposal for the Parks & Recreation Commission to host a 5K race to take place this fall. She described the potential options and using any excess funds to start up a Revolving Fund (to be included on the 2016 Town Meeting Warrant). She talked with the Board about using some of the designated funds from the summer recreation budget and replacing them with the revenues generated. Carlson further explained that if excess funds are received (from registration fees and sponsorships) that anything beyond the budgeted funds would be requested to be appropriated from unreserved fund balance at the 2016 Town Meeting with the authorization to start such a fund. The fund would be used for Parks & Recreation Improvements.

Cloutier said that she already has most of the costs covered by sponsorships from Fremont Pizzeria, Bensons Driving School, and KTM Properties. She estimates a cost of \$1,000 to \$1,500 to run the 5K race, tentatively on Sunday October 18, 2015. She discussed the route layout through the Cooperage development, down Main Street to Beede Hill Road through Poplin Acres, and back to Frost Lane to return to the beginning at the KTM parking lot.

After further discussion, Holmes Sr moved to authorize the expense of up to \$2,000 from the 2015 Parks and Recreation operating budget so long as it is reimbursed this year. Janvrin seconded and then Cordes moved to amend the motion to make it contingent on approval from the State of NH DOT and working out all of the public safety details with Chief Jon Twiss and the Fremont Police Department. The amended motion was voted all in favor 3-0.

Cloutier left the meeting at 8:02 pm.

At that time Chief Twiss came to the table to review the proposed 2016 operating budget for the Police Department. He is proposing a 2.5% wage increase in accordance with the previously adopted pay matrix.

He reviewed line items in general and Board members all had the detailed rationale to follow along. An average hourly rate (averaged of all officers) is used to calculate the cost of training. Wages for all officers are based on the proposed 2016 pay matrix, which was adjusted by 2.5%.

Patrol wages includes that there will be a full year of the newest full-time officer, as well as using the matrix. Full-time officers are working four 10 hour shifts and the overlap in general is from 4-6 pm and some early morning hours. Chief Twiss highlighted a new item for a longevity stipend for full-time officers after five years a \$250 longevity bonus; after 10 years \$500; and further increasing \$250 for every five additional years of service.

There was discussion about vacation pay, which uses an overtime average rate and generally is filled with full time staff just do to the availability. When part-time can be used, obviously that saves money and is the first choice. Chief Twiss outlined that he has again included the Investigative Supervisor, adjusted with a pay rate to something a little lower than the Lieutenant was making (who left the Town's employ this summer). There was a small increase in the Prosecution contract.

There is an increase in first aid equipment to purchase one additional AED (\$729 State bid price) for the one cruiser that does not have one. There was discussion about having one at the station an perhaps at the Town Hall as well. The government buildings budget will be reviewed as we get closer to year end see if there would be funding to make such a purchase for the Town Hall. This would also create an annual maintenance item for the pads and other supplies that the units need.

The fuel budget was discussed and options available to the Town. Janvrin suggested the Wright Fleet card program as an option as well. The Police Department generally uses the NH DOT depot in Kingston because it has 24 hour service and is at state bid price. It is charged without the fuel taxes. Some current locations are cheaper at times, but it is not always feasible.

There was discussion about special details and how they are accounted for. The accounts are kept in the general fund but actually in a revolving fund.

The Chief said he is again asking for another full-time officer, proposing two in the 2016 budget because he feels that the Town needs additional full-time coverage. He highlighted that most of the time, an officer is out there on their own in this small town. Part-timers cover nights and weekends just base don

their availability. If he had a 5th full-time officer, he would schedule the 4th officer (newest hire) the early evening shift Sunday/Monday and Friday/Saturday; and the 5th officer would fill in the empty spots on day shift into early evening.

Twiss proposed one possible scheduling alternative with some overlap at the busiest time of the day, early evenings.

At 8:40 pm Chief Butler came into the meeting.

Selectmen discussed their thoughts on the request and the Town's needs. Calculations need to be put together on the other costs (payroll costs, benefits, retirement, etc) for the cost of an additional full-time officer.

Twiss and Butler were both advised of the meeting on Monday September 21st and invited to attend.

At 8:52 pm Janvrin moved to enter non-public session in accord with NH RSA 91-A:3 II (c) to conduct a Supervisor review with Chief Twiss. Holmes Sr seconded and the vote was unanimously approved on a roll call vote: Cordes – yes; Holmes Sr – yes; Janvrin – yes.

Carlson and Butler left the meeting at this time.

VI. OLD BUSINESS

1. HVAC Proposals – Selectmen asked to have John Karpinski and Bob Meade come in to a meeting to review the proposals in detail. This was set for 7:30 pm next week.
2. UPDATE: Selectmen reviewed Cable Revolving Fund Manifest 2015-012 in the amount of \$119.70 to cover the six months in 2015 (July through December) of the added cost of a static IP address for the FCTV studio. This was an add-on to the Town's monthly Comcast internet/telephone invoice. Janvrin stated last week that as part of the Cable Contract renegotiation Committee, he distinctly remembers that this was an option the Committee fought for, and was supposed to be provided at all town buildings at no cost. Comcast Representative Jay Somers contacted Carlson this week to say that the franchise agreement strictly dealt with cable TV and that internet services for the Town are something completely separate. The Board therefor reviewed and Janvrin moved to approve the warrant for 119.70 from cable revolving for the Comcast added cost for the months of July through December 2015 on the Town's Comcast invoice. Holmes Sr seconded and the vote was unanimously approved 3-0.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$17,189.23 for the current week dated 21 August 2015. Motion was made by Janvrin to approve the manifest. Holmes Sr seconded and the vote was unanimously approved 3-0.
2. A first draft of the September Newsletter was circulated. Selectmen asked for it to be emailed out to review for final approval next week.
3. Selectmen reviewed the folder of incoming correspondence. The Board reviewed outgoing correspondence to Martin Ferwerda regarding compliance with his approved site plan and other neighborhood issues, and to the Bed Rock Community Homeowner's Association. Motion was made by Janvrin to approve letters to the Bed Rock Community Homeowner's Association and Martin Ferwerda regarding issues at the Governor's Forest Mobile Home Park.

4. Budgets circulated last week for discussion:

4130 EX Selectmen's Office – The Board reviewed the budget focusing on areas of change, which primarily included some additional part-time hours in the Selectmen's Office. The Board asked for this to be revisited to determine if it is enough money to cover the additional needs in the office.

4140 Town Clerk Tax Collector – The Board reviewed the submission and discussed the percentage of increase in salary proposed. There was a discussion about time off and pay for vacation, as well as a potential for an increase in open office hours, which would likely cause an increase. Carlson advised that the two new state computer are up and running, but the majority of funding did not come from this budget. Selectmen looked at 2% increase for the Deputy/Clerical worker which would be \$12.48 per hour. The Clerk is requesting an increase to \$14.

4151 Financial Administration – Treasurer budget submitted is basically level funded. The cost of the audit is up slightly (\$500) from the prior year contract amount. Trustees of the Trust Funds remains the same at \$700; and the Budget Committee is down by \$50 with less expenses.

Motion was made by Janvrin to recommend \$6,960 for the Treasurer portion of 4151 Financial Administration Other. Holmes Sr seconded and the vote was unanimously approved 3-0.

Motion was made by Holmes Sr and seconded by Janvrin to recommend \$700 for the Trustees of the Trust Fund portion of 4151 Financial Administration Other. The vote was unanimously approved 3-0.

Motion was made by Janvrin to recommend \$12,750 for the Audit/Budget Committee portion of 4151 Financial Administration Other. Holmes Sr seconded and the vote was unanimously approved 3-0.

5. Budgets circulated this evening:

- 4191 Planning & Zoning
- 4240 Building Inspection
- 4415 Health
- 4610 Conservation Commission (updated)

6. Selectmen reviewed Land Use Change tax bills and warrants for the following lots:

03-015.001.105	\$2,142.85	64 Hall Road
03-015.001.074	\$2,142.85	67 Hall Road
03-015.001.104	\$2,142.85	66 Hall Road

Motion was made by Janvrin to approve the three land use change tax bills and Warrants as shown above (read aloud into the record). Holmes Sr seconded and the vote was unanimously approved 3-0.

7. Selectmen reviewed the DayStar quote for backup server replacement at the Police Station (backup for Town Hall data). This is necessary as the computer currently doing the backups is no longer working. (It is 10 years old). Janvrin moved to approve the PO #2015-013 in the amount of \$974.00. Holmes Sr seconded and the vote was unanimously approved 3-0.

8. Selectmen reviewed a new blanket Purchase Order #2015-014 for salt for July 1, 2015 to June 30, 2016 fiscal year based on new State bid price with Granite State Minerals. This was also approved as it is State Bid pricing.

VIII. WORKS IN PROGRESS

1. Board quarterly meetings with supervisees, Town Administrator and Police/Fire Chiefs. These should be scheduled to occur before the budget meetings start. Selectmen met last week to review supervisee progress and goals. Meeting with Chief Butler scheduled for tonight; Chief Twiss for next Thursday evening.

2. Consider budget review schedule and budgets submitted to date – ongoing.

Petition Warrant Articles are due by Tuesday January 12, 2016. The Public Budget Hearing will be held on Tuesday, or Wednesday January 13, 2016, with the snow date for the following evening.

3. Any follow-up questions on YTD spending or projects or needs the Town should be addressing. The next Budget Committee meeting is scheduled for Wednesday August 26, 2015. Carlson is currently working on painting the shed at the Village Cemetery.

4. Grassdrags will again be held in Fremont on Columbus Day Weekend. Sergeant Larochelle talked this week with the new coordinator about the event. Plans would be to hold an abutters meeting in early September, with arrangements to be made by the Snowmobile Association in early August.

5. KTM updates on timing of Library roof section and Historic Building roof/paint work – no updates on schedule.

6. Hosting the September meeting for Kingston / Newton public officials - Where in Fremont will the meeting be held, food, agenda, how is the meeting chaired etc. We need to present the new Fremont ETO policy. Superintendent Cox-Buteau and School Board Chair Kohlhofer plan to attend, and both Fremont Safety Service Chiefs have been notified. Interim Principal Bridle has also been notified, as he is currently working on Ellis's School Safety Plan.

7. In follow-up to the discussion last week about a better way to reach residents in terms of volunteer needs and other community activities. This week, the Town received notice that the Ellis School will hold a Community Information Night on Thursday September 17, 2015. Carlson has reserved a table for the Board of Selectmen for the evening and is beginning to prepare a wide variety of town information for dissemination.

8. Currently the Town is in need of members interested in joining the Zoning Board of Adjustment, and a Rockingham Planning Commission Metropolitan Planning Organization Transportation Advisory Committee member representative. Anyone interested could begin by contacting Heidi Carlson for more information.

IX. NON-PUBLIC SESSION NH RSA 91-A – Detailed earlier.

Selectmen returned to public session at 9:30 pm after a motion from Janvrin and second from Holmes Sr. A motion was made by Cordes to have the Town Attorney accept service for the Town on the pending 2014 FairPoint appeal, and to assent to the petition to transfer the 2014 case to Merrimack County Court. Janvrin seconded and the vote was unanimously approved 3-0.

The Board decided due to the lateness of the hour that they would reschedule Chief Butler next week for his continued Supervisor review session.

The next regular Board meeting will be a work session, to be held on Thursday August 27, 2015 at 6:00 pm.

X. ADJOURNMENT – With no further business which may legally come before the Board, motion was made to adjourn the meeting at 9:35 pm by Janvrin. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator